

Project “Green Transition - Implementing Industrial Emissions Directive in Serbia 2021-2027”

Terms of Reference

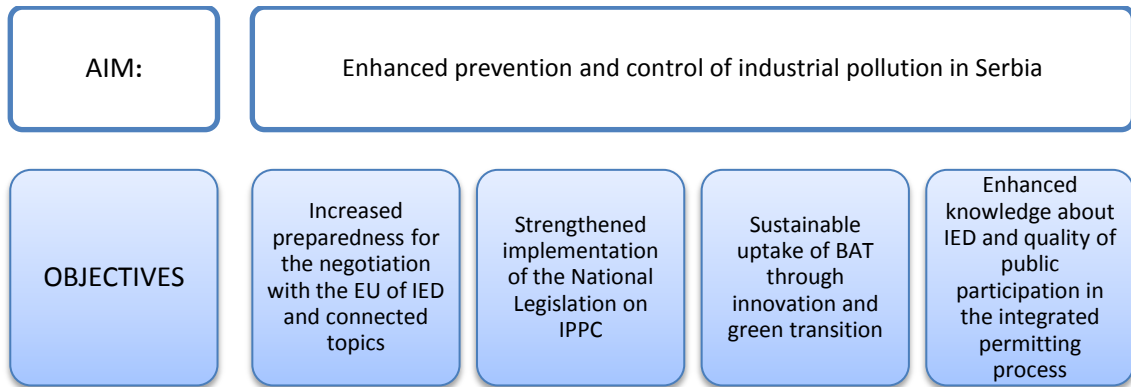
Local STE Senior – IED specialist

1. Position: Local Short Term Expert Senior – IED specialist

2. Project background

The project's aim is to enhance the prevention and control of industrial pollution in Serbia through the support to industry and institutions in achieving the required level of readiness for the accession to the EU and being prepared for Green Transition.

This general aim encompasses 4 specific objectives:



The activities that will be implemented in order to achieve these objectives are grouped in 4 strategies:

S.1 - Enhancing the quality of the negotiating position on IED;

S.2 - Increasing the efficiency of the integrated permitting process;

S.3 - Promoting the compliance with the BATs requirements;

S.4 - Raising awareness and knowledge on industrial pollution prevention and control.

These strategies are designed in a way to support the full implementation of the national regulation on IPPC by promoting the transition of Serbian industries to green technologies. This means helping Serbian institutions to introduce the necessary changes in the legal and administrative framework that will minimize the influence of existing obstacles and bottlenecks on the IPPC regulatory cycle. Additionally, it will be pursued an enhancement of the knowledge of industrial operators about the importance of the compliance with BAT requirements in connection with the opportunities offered by the Green Transition.

Project's implementation phase has started on the 1st August 2021 and its duration was initially planned until the 31st December 2024. In December 2023, Sida and the Faculty of Technology and Metallurgy, University of Belgrade signed an extension of the project activities until the 31st December 2026. The extension of the project duration is aimed at further supporting Serbian institutions and companies for the implementation of the new Law on IPPC.

3. Objectives and description of the activities

The goal of the assignment is to provide technical support to the Ministry of Environmental Protection of the Republic of Serbia in the implementation of the Industrial Emissions Directive, by mean of various activities:

Activity 1.1:

Support to the team of experts in the assessment of BAT compliance for selected operators belonging to new sectors and amended ones as introduced by the IED. The full transposition of the IED, by mean of the new Law on IPPC, will extend the scope of the Law including operators from the waste sector, chemical industry and wood treatment. The expert will be required to contact a selected group of these operators in order to support them in the assessment of the compliance with the corresponding BAT Conclusions or BREF document and to collect the information necessary to prepare a plan of measures to achieve full compliance. In addition to that, the expert could be required to support the project team in the update of the technical analysis included in the DSIP for Chapter 2 of the IED (prepared by the project in 2018), reviewing the plan of compliance measures in relation to the current status of the installation;

Activity 1.4:

Support the MEP in monitoring the process of revision of the negotiating position and of the implementation plan for the IED. In particular, the DSIP for Chapter 2 of the IED will be integrated with a new plan for the issuance of integrated permits. For this purpose, the Project will carry out an assessment of the level of documental completeness for each IPPC installation and, based on that, will support the MEP in defining a yearly work-plan for the issuance of integrated permits where priority will be given to procedures where operators already obtained all the necessary permits or the permits could be easily finalized in cooperation with other competent authorities. In this way, the plan will be realistic and consistent with the time and resources planned;

Activity 2.1:

Support the MEP during the preparation of the final version of the new Law on IPPC, based on an existing draft prepared by the project during the previous phase. Additionally, the project will also prepare the secondary legislation connected to it. In particular, the activity will focus on these legal acts:

- Register of integrated permits and
- Procedure for the issuance of an integrated permit for farms adopting general binding rules.

Activity 2.2, Activity 3.1 and Activity 3.2:

Support to the preparation of technical manuals on different topics related to the implementation of the IED and to integrated permitting, such as: application for an integrated permit, baseline report, general binding rules for farms, and assessment of the impact of BAT implementation on certain IPPC sectors. The expert could be also involved in the preparation of technical brochures or leaflets within the activities of the Info Centre on Green Transition, conducted by the project;

Activity 2.3:

Preparation of draft integrated permits for farms and other industrial installations in full compliance with the requirements of the IED and the national regulation. A team of experts will work with a group of permit writers, selected from different competent authorities, in order to analyze and solve together administrative and technical problems related to the installations for which the draft integrated permits will be prepared. The sector for intensive rearing of pig and poultry will have a particular place in the activity, due to its specific administrative process for

the issuance of an integrated permit based on the adoption of General Binding Rules. The expert will be in charge of the assessment of the application for integrated permit for selected installations, including attached documents. The assignment also include the preparation of the draft permit in accordance with Serbian by-laws, with a specific focus on the conditions for different environmental issues and the associated emissions limit values;

Activity 2.4:

Support to the enforcement of integrated permits' requirements to ensure an effective implementation of the IED and Law on IPPC. After having completed the first phase of the training plan, including thematic workshops and on-site activities, the project will continue supporting inspectors at national, provincial and local level in enhancing their skills and achieving sufficient experience to operate specific control of conditions prescribed in the integrated permits. For this purpose, the activity will include on-site inspections involving restricted groups of inspectors, aimed at improving their skills and to transfer to them the experience gained by project experts.

Activity 2.5:

The strategy for the digitalization of the public administration identified as a specific goal the integrated permitting process' digitalization. The analysis of IED transposition, also, pointed out a major gap such as the lack of a national register of IPPC permits which therefore is not available to the interested public. The adoption of the new Law on IPPC offers the opportunity to fill this gap while also providing operators and competent authorities with an efficient tool for monitoring and control of integrated permits. This activity, therefore, will be aimed at designing an information system that will include:

- The national register of integrated permits;
- A system for the on-line submission of an application for the integrated permits by IPPC operators;
- A system for documental management and monitoring of the status of the IPPC applications and permits at all administrative levels.

During the assignment, the expert will work in strict cooperation with the project team and other international and local experts.

4. Scope of work and required tasks

The Expert will be required to carry out one or more of the following tasks:

Activity 1.1:

- Contact with selected operator and collection of data necessary for the assessment of BAT implementation;
- Assessment of the compliance with BATs and associated ELVs for selected operators belonging to new IED sectors or included in the DSIP for Chapter 2 of the IED;

Activity 1.4:

- Coordination with Junior LSTE for the collection of data;
- Assessment of the documentation related to the status of the application for the integrated permit for a selected group of IED operators;

- Preparation of a plan for the issuance of integrated permits to be included in the DSIP for the IED;

Activity 2.1:

- Definition of the technical elements to be included in the Rulebook on the national register of integrated permits;
- Definition of the technical elements to be included in the Rulebook on the procedure for the issuance of an integrated permit for farms adopting general binding rules;

Activity 2.2, Activity 3.1 and Activity 3.2:

- Preparation of technical manuals and brochures on different topics related to IED implementation and on processes and BATs applied to different sectors;

Activity 2.3:

- Analysis of the preliminary documents prepared by the selected operator, included in the submitted application, or necessary for the preparation of the permit;
- Contact with selected operator and collection of data necessary for the revision of submitted application and preparation of integrated permit;
- Preparation of preliminary documents related to the integrated permit, with a specific focus on: BAT assessment and associated ELVs, definition of monitoring plan, preparation of specific conditions and other plans included into the integrated permit;
- Communication with other technical experts and with the competent authorities for the selected operator;
- Review of the prepared documents and the draft permit in accordance with the feedback received from the competent authority or the activity's coordinator;
- Preparation of the complete draft integrated permit for the selected operator (industry or farm), in accordance with the plan laid down by the activity's coordinator;

Activity 2.4:

- Preparation (including training material if required) and participation to on-site training for inspectors consisting of simulated inspections carried out in accordance with IED principles and methodology;

Activity 2.5:

- Analysis and identification of the elements required by IED to be included in the public register of integrated permits;
- Analysis of the content of the application for an integrated permit, according to the official Rulebook, and identification of the technical elements to be included in the design of the IT system;
- Analysis of the procedure for the issuance of an integrated permit and definition of a flow-chart scheme including tasks and responsibilities of involved actors.

5. Expected outputs

The Expert will be required to produce one or more of the following outputs:

Activity 1.1:

- Report on the compliance with BAT for operators belonging to new IED sectors or included in the DSIP for Chapter 2 of the IED;

Activity 1.4:

- Report on the assessment of the documentation related to the status of the application for the integrated permit for a selected group of IED operators;
- Plan for the issuance of integrated permits to be included in the DSIP for the IED;

Activity 2.1:

- Report on the technical elements to be included in the Rulebook on the national register of integrated permits;
- Report on the technical elements to be included in the Rulebook on the procedure for the issuance of an integrated permit for farms adopting general binding rules;

Activity 2.2, Activity 3.1 and Activity 3.2:

- Technical manuals and brochures on different topics related to IED implementation;

Activity 2.3:

- Preliminary report on the assessment of the completeness of the documentation related to the integrated permit for selected operators;
- Complete draft integrated permit for selected operators (industry or farm);
- Final report on the activity, describing also bottlenecks or difficulties encountered,;

Activity 2.4:

- Report on on-site training activities for inspectors, including training material if required;

Activity 2.5:

- Reports on the minimum elements required by IED to be included in the public register of integrated permits;
- Report on the technical elements to be included in the design of the IT system for the on-line submission of the application for an integrated permit;
- Report on the procedure for the issuance of an integrated permit, as technical input for the design of the IT system for the documental management of the integrated permitting procedure.

6. Period of the Assignment

Depending on the task and project activities, the expert will be contracted for a specific period of time within the project duration, i.e., from March 2024 to December 2026.

7. Number man/days allocated

The assigned number of man/days will vary depending on the tasks assigned with a tentative duration of:

Activity 1.1: 30 working days;

Activity 1.4: 25 working days;

Activity 2.1: 10 working days;
 Activity 2.2: 15 working days;
 Activity 2.3: 50 working days;
 Activity 2.4: 20 working days;
 Activity 2.5: 30 working days;
 Activity 3.1: 30 working days;
 Activity 3.2: 5 working days.

8. Location of the assignment

Home based, Belgrade and other towns, Serbia

9. Qualification and skills

The expert will have to describe, through a CV compiled in the prescribed format, the fulfillment of the following required qualifications and skills:

Education	University degree in Technical Sciences, Environmental Management, Agriculture or equivalent subject. A PhD in a subject relevant to the assignment is an advantage
	Fluency in Serbian and English
Professional Experience	<ul style="list-style-type: none"> - At least 10 years of professional experience in the field of environmental protection; - At least 1 professional experience in the preparation of documentation for integrated permits; - At least 1 professional experience as technical support in the field of IED implementation for EU-funded or other projects; - At least 1 professional experience in the assessment and application of BATs in IED sectors
Other requirements	Driving Licence valid for Serbia